



Smithsonian Volunteer Enrichment Opportunities Calendar

We are excited to share with you the first series of enrichment opportunities for all active Smithsonian volunteers! The Office of Visitor Services is hosting a variety of enrichment and continuing education opportunities, including tours, talks and other special programming, at both Smithsonian and non-Smithsonian locations. These enrichment opportunities provide volunteers with the ability to increase their knowledge of our amazing institution and build relationships within the local community.

Each opportunity will be offered multiple times and regular announcements will be emailed to volunteers prior to each event with information for RSVP'ing to each event and other general information.

November 2018	Freer Sackler: Art Across Cultures Tuesday, November 20 at 12:15 PM Tuesday, November 27 at 3:15 PM
February 2019	National Museum for Women in the Arts: Wednesday, February 20 at 11AM Saturday, February 23 at 11AM
May 2019	Lunder Conservation Center tour: Monday, May 6 at 10:30AM Friday, May 10 at 10:30AM Wednesday, May 29 at 10:30AM
August 2019	George Washington University Museum - Textile Museum: Thursday, September 12 at 12PM Saturday, September 14 at 11AM Wednesday, September 25 at 11AM

Due to limited space, opportunities are exclusively for active Smithsonian volunteers, unless otherwise noted.

If you are not familiar with the self-scheduling feature of VSys, please see the opposite page for instructions on how to RSVP for enrichments.



How-To RSVP for Enrichment In VSys

In order to attend an SI-wide enrichment, you must RSVP in VSys. Please follow these steps to RSVP:

- Log-in to your VSys volunteer profile at <https://vol.si.edu/>
- From your Home page, select *Find Opportunities*
- From the *Find Opportunities* dropdown list, select **Training & Enrichment**:
 - You can search for the *start date* of the opportunity you wish to attend, or select the opportunity from the **calendar**.
- To Sign-up for the enrichment opportunity, simply select the highlighted date/time on the calendar and a small dropdown will appear with an option to *sign-up*. Select the sign-up to register for the enrichment! An email will be sent to you to let you know you have successfully signed up.
 - If you are unable to sign-up, that enrichment may be full and you will be directed to a waitlist status.
- Once you are signed up for enrichment, it will appear on your home page calendar.
 - If you sign-up for an enrichment and are unable to attend, please cancel your registration to allow other volunteers to attend. To cancel your registration:
 - Select the highlighted date/time on the calendar and a yellow box will appear – from the box select *cancel*. A dialogue box will open and you can cancel your registration and add a note if needed.
 - An email will be sent to you with confirmation that you have canceled your registration or the enrichment.

If you have an technical difficulties signing up for an enrichment opportunity, please contact VSysHelp@si.edu.

For more information about enrichment opportunities, questions about upcoming events, or suggestions for future opportunities please contact Kris Hamilton at OVRSVP@si.edu